

JOB TITLE: Utility Service Worker  
EMPLOYEE:

DOT #: 919.687-014  
CLAIM #



### KING COUNTY ON SITE JOB ANALYSIS

**JOB TITLE** Utility Service Worker      **JOB CLASSIFICATION** 931370

**DOT TITLE** Cleaner II      **DOT NUMBER** 919.687-014

**DEPARTMENT** Transportation      **DIVISION** Transit

**# OF POSITIONS IN THE DEPARTMENT WITH THIS JOB TITLE** Five full-time positions

**JOB STATUS** Full Time, Career Service

**ADDRESS OF WORKSITE** Central Base  
640 S. Massachusetts Ave.  
Seattle, WA. 98104

**CONTACT'S NAME** Elaine Field      **CONTACT'S PHONE** 684-2789

**EMPLOYER JOB TITLE** Chief of Vehicle Maintenance

**DATE COMPLETED** 06/10/02

**DATE REVISED** 2/26/08      **VRC** Jeff Casem

**WORK HOURS** Full time; 40 hours Per week. Worker has two scheduled 15 minute breaks and one 30 minute lunch.

**OVERTIME** Rare  
Fair Labor Standards Act Non-Exempt (hourly)

**JOB DESCRIPTION** Perform duties related to cleaning interior of passenger buses, including transport of necessary supplies to and from vehicle.

### ESSENTIAL ABILITIES FOR ALL KING COUNTY JOB CLASSIFICATIONS

1. Ability to demonstrate predictable, reliable, and timely attendance.
2. Ability to follow written and verbal directions and to complete assigned tasks on schedule.
3. Ability to read, write & communicate in English and understand basic math.
4. Ability to learn from directions, observations, and mistakes, and apply procedures using good judgment.
5. Ability to work independently or part of a team; ability to interact appropriately with others.
6. Ability to work with supervision, receiving instructions/feedback, coaching/counseling and/or action/discipline.

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### **JOB SPECIFIC REQUIREMENTS**

Ability to read/understand directions, charts, and other related instructions.

Ability to learn and perform work that is repetitive and cyclical. Perform work in an organized and effective manner with pace regulated by circumstances.

No specific educational requirements noted.

### **ESSENTIAL FUNCTIONS Listed in order of importance**

1. Clean interior of coaches and other vehicles as assigned. Duties may include sweeping, washing, and moping, and may be necessary due to snow), etc.
2. Pick up trash, empty waste containers, remove chewing gum, wash seats, interior panels, and roofs of coaches and other vehicles occasionally using strong cleaning solutions and specialized equipment.
3. Perform simple numeric record-keeping tasks, by hand, to keep track of coaches cleaned.
4. Assist other work groups/ provide direction and guidance to others as assigned.
5. Perform duties in adverse weather conditions.
6. Must also comply with rules, state/Federal regulations, and METRO policies and procedures.

### **NON-ESSENTIAL FUNCTIONS**

None noted for this job title by employer contact. Worker may be asked to clean non-revenue vehicles on occasion.

### **TOOLS, MACHINES, EQUIPMENT, PRODUCTS, AND SERVICES USED**

Brooms, bucket, mops, rags, putty knife, various hand tools, e.g. screwdriver, squeegee, steam machine, solvents, Absorball.

### **PHYSICAL DEMANDS AS JOB IS TYPICALLY PERFORMED**

Continuously = occurs 66-100% of the time

Frequently = occurs 33-66% of the time

Occasionally = occurs 1-33% of the time

Rare = may occur less than 1% of the time

Never = does not ever occur (such demands are not listed)

**This job is classified as:** Per DOT this job is listed as Medium; per employer description it appears to fall into the medium category, although there may be certain tasks that require greater than 50 lb. lift, but this is not a frequent occurrence.

#### **Standing**

Frequently on interior bus surfaces for 20 minutes at a time for up to 6 hours total in a work shift. Most commonly occurs while performing cleaning duties inside the bus, or carrying supplies to or from the parked bus.

#### **Walking**

Occasionally on interior bus, or paved surfaces for distances of 300 ft. for 10 minutes at a time for up to 2 -3 hours total in a work shift. Most commonly occurs while walking inside bus, or around parking lot, or into building.

#### **Sitting**

Occasionally on bus seats for 10-20 minutes at a time for up to 2-3 hours total in a work shift. Most commonly occurs while sitting on seats to clean the immediate area.

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**Climbing stairs**

Occasionally for less than a minute at a time while climbing three steps into bus for up to 1 hour total in a work shift. Most commonly occurs while entering or exiting bus.

**Climbing**

Rare to heights of several feet, while standing on a stool or on bus seats, for less than a minute at a time for up to 1 hour total in a work shift. Most commonly occurs while cleaning ceiling panels of bus.

**Balancing**

Occasionally at negligible heights for 10 minutes at a time for up to 2-3 hours total in a work shift. Most commonly occurs while performing cleaning duties, and involves balancing one's own weight while cleaning.

**Bending/Stooping**

Frequently on interior bus surfaces for several minutes at a time for up to 2-3 hours total in a work shift. Most commonly occurs while cleaning kick panels, under seats, driver area.

**Kneeling**

Occasional on interior bus surfaces for several minutes at a time for up to 1 hour total in a work shift. Most commonly occurs while scraping gum off floor or cleaning low areas.

**Crawling**

Rare on interior bus surfaces for distances of several feet for several minutes at a time for up to 1 hour total in a work shift. Most commonly occurs while scraping gum, cleaning low areas.

**Reaching above shoulder height**

Occasionally for 5-10 minutes at a time for up to 1 hour total in a work shift while cleaning ceilings, handrails, windows, etc.

**Reaching at waist to shoulder height**

Frequently for 5-10 minutes at a time for up to 2 hours total in a work shift while cleaning various sections of bus interior.

**Reaching at knee to waist height**

Frequently for 5-10 minutes at a time for up to 2 hours total in a work shift while cleaning various sections of bus interior.

**Reaching at floor to knee height**

Occasionally for several minutes at a time for up to 2 hours total in a work shift while cleaning various sections of bus interior.

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**Lifting 1-10 pounds**

Continuously up to 6 hours total in a work shift. Most commonly occurs with lifting and carrying cleaning supplies.

**Carrying 1-10- pounds**

Continuously up to 6 hours total in a work shift. Most commonly occurs with lifting and carrying cleaning supplies.

**Lifting 11-20 pounds**

Occasionally up to 3 hours total in a work shift. Most commonly occurs with lifting and carrying cleaning supply bucket and various other pieces of equipment.

**Carrying 11-20 pounds**

Occasionally up to 2-3 hours total in a work shift. Most commonly occurs with lifting and carrying cleaning supply bucket and various other pieces of equipment.

**Lifting 21-50 pounds**

Rare for several minutes at a time for up to 1 hours total in a work shift while lifting and carrying cleaning supply bucket and various other pieces of equipment.

**Carrying 21-50 pounds**

Rare for distances of 30 - 50 ft. for several minutes at a time for up to 1 hours total in a work shift while lifting and carrying cleaning supply bucket and various other pieces of equipment.

**Lifting 51-100 pounds**

Rare for 15 minutes at a time for up to 1 hour total in a work shift. Most commonly occurs with weights of 40-50 lb. while carrying bags of Absorball to bus for placement in bins.

**Pushing and Pulling**

Frequently for up to 4 hours total in a work shift. This activity typically involves negligible force during normal cleaning motions (e.g. wiping, scraping, buffing). There may on very rare occasions be pushing or pulling of heavier objects, but a handcart is available, as is assistance.

**Handling**

Frequently while performing various cleaning activities (pulling up bus seats, using rags, etc.) with one or both hands for up to 4 hours total in a work shift.

**Operating Controls with Hands**

Rare 30 minutes at a time for up to 1 hour total in a work shift while using steam machine.

**Fingering**

Frequently for 30 minutes at a time while performing various cleaning activities (scraping gum, cleaning small surfaces etc.) with one or both hands for up to 4 hours total in a work shift.

**Feeling**

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Frequently while performing various cleaning activities with one or both hands for up to 4 hours total in a work shift.

**Talking**

Not really required, except as part of general everyday communication. Job can be performed without talking.

**Hearing**

Not really required, but may be necessary at times for safety purposes. This could most likely be accommodated.

**Near acuity-clarity of vision at 20 inches or less**

Continuously while performing cleaning duties.

**Far acuity-clarity of vision at 20 feet or more**

Occasionally while performing cleaning duties and walking around parking lot.

**Depth perception-three dimensional vision**

Frequently while performing cleaning duties.

**Visual accommodation-Adjustment of lens of eye to bring an object into sharp focus**

Frequently while performing cleaning duties.

**Color vision-ability to identify and distinguish colors**

Occasionally while performing cleaning duties.

**Field of vision-observing an area that can be seen up and down or right or left while eyes are fixed on a given point**

Continuously while performing cleaning duties.

**Night vision--seeing after sundown with minimal or no supplemental light sources**

Occasionally while performing cleaning duties.

**TEMPERAMENTS**

Performing repetitive or short-cycle work Occasionally to frequently

Performing a variety of duties Occasionally to frequently

Working alone or apart in physical isolation from others Occasionally to frequently

**ENVIRONMENTAL FACTORS**

Work is performed inside passenger buses for the most part, although there is movement around a common parking area, and inside a service garage.

The noise level varies depending on what activity is taking place. Typically the noise level is moderate to low.

**Workers are exposed to**

Outside weather	Occasionally
Extreme cold	Rare
Extreme heat	Rare

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Wet	Occasionally
Humidity/dampness	Rare
Fumes	Frequently
Odors	Frequently
Dusts	Frequently
Mists	Frequently
Gases	Occasionally
Poor ventilation	NA
Moving mechanical parts	Occasionally
Vibration	Occasionally
Work in high, exposed places	NA
Radiation	NA
Working with explosives	NA
Toxic or caustic chemicals	Occasionally

**POTENTIAL MODIFICATIONS TO JOB**

Limited temporary modifications could include limits to lifting and carrying.

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Signature & title of evaluator

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Date

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Signature & title of contact

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Date

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Signature & title of employee

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Date

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### HEALTH CARE PROVIDER SECTION

**Check all that apply**

**The employee is released to perform the described duties without restrictions on performance or work hours.**

**The employee is released to perform the described duties on a reduced schedule. The recommended schedule is:**

\_\_\_\_\_

\_\_\_\_\_ **Temporary until** \_\_\_\_\_ **Permanent as of** \_\_\_\_\_

**The employee is released to perform the described job with the following modifications:**

\_\_\_\_\_ **Temporary until** \_\_\_\_\_ **Permanent as of** \_\_\_\_\_

**The employee is not released to perform the described duties due to the following job functions:**

\_\_\_\_\_ **Temporary until** \_\_\_\_\_ **Permanent effective** \_\_\_\_\_

**The employee is unable to work in any capacity.**

**A release to work is:** anticipated by \_\_\_\_\_ **Not expected**

**The limitations are due to the following objective medical findings:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Printed or typed name and phone number of Health Care Provider

\_\_\_\_\_  
Signature of Health Care Provider

\_\_\_\_\_  
Date